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18 MAR 1976

MEMORANDUM FOR: Deputy Director for Administration

SUBJECT: Supplemental Instructions for Preparation of the
FY 1978 Program Submission

1. This memorandum provides information for your additional guidance in preparing FY 1978 Program Plans and FY 1979-82 Program Projections.

2. The January 1976 Program Call (Page 12, Paragraph B.1.) indicates that data displayed for FY 1976 in the FY 1978 Program Submission will be that reflected in the currently approved Operating Plan. To ensure consistency in the submission of all components, it is requested that the Operating Plan of record in the Financial Resource System as of 31 March 1976 be reflected in the FY 1976 column of the FY 1978 Program Submission. You should ensure that all reprogramming changes authorized through the end of March are promptly input into the FRS data base in order that the 31 March Operating Plan will be current as of that date.

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4. The FY 1976 experience factor to date for Subobject Class 1210 for your Directorate is 10.08 percent of Subobject Classes 1101, 1145, and 1148. It is suggested that you use this percentage factor in computing requirements for FY 1978.

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5. The Proprietary Schedule (Exhibit F in the Program Call) has been revised. It is requested that proprietary data be submitted using the revised Exhibit F attached to this memorandum.



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JOHN D. IAMS
Comptroller

Attachment:
As Stated

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